**College of Visual Arts and Design Faculty Bylaws**

*Adopted: August 14, 2023*

If any aspect of this document should conflict with official university policy, official UNT policy will take precedence.

**PREAMBLE**

The faculty of the College of Visual Arts and Design (CVAD) of the University of North Texas (UNT) affirm their collective commitment to research, teaching, and service to the University. Members of the college recognize their responsibility in these areas to the university administration, the Board of Regents, and the people of Texas.

“Shared governance is a central tenet of academic decision-making at UNT, as it is in higher education at major public universities throughout the United States, and the participation of faculty assures that academic quality remains at the heart of the decision-making process. Faculty shall have a voice in academic policy and all academic decisions, as authorized by state law, rules of the Texas Higher Education Coordinating Board, Regents Rules, and UNT policy, through the Faculty Senate; department and school/college elected and appointed committees; and faculty advisory councils. Authority for decisions, however, vests in the Board of Regents, chancellor, and the president. The president may delegate authority to other members of the university administration as allowed by state law and Regents Rules; however, authority rests only with individuals — who are directly accountable for the decisions they make — and may not rest with a committee.” (UNT Policy 06.047)

**ARTICLE I. THE FACULTY**

1. Membership and Voting Rights

The voting membership of the faculty includes all continuing full-time faculty with at least a 50% appointment in the College of Visual Arts and Design at the University of North Texas, unless prohibited by other university regulations. Voting privileges are not extended to adjunct instructors hired on an equivalent to a full teaching load. Faculty on leaves of absence from the university, including sick leave and development leave, relinquish voting rights for the duration of their leave. Quorum is met by 50% plus one (1) of voting membership.

The faculty of CVAD also affirm their collective commitment, as both a responsibility and a prerogative, to the principle of shared governance of the college, as defined by UNT policy 06.047\_Shared Governance and the Role of Advisory Committees and the Academic Administration.

1. Meetings and Meeting Notifications

Regular meetings of the college full-time faculty are called at least once each long semester by the Dean or by petition of one-third of the college faculty. Agenda items are solicited from all faculty members at least one week prior to the notification of the meeting. Notification of meetings is given to all faculty members at least one week in advance of the meeting, which will include the general order of business to be considered. Any issue or concern affecting the college rather than an individual or department, may be brought before the college faculty. These may include, for example, issues of governance, budget, strategy, or mission. Any issue that has not been previously listed in a notification will not be brought to a vote until the next meeting of the faculty. When necessary, the Dean may waive the one-week notification. The faculty may, by a two-thirds vote of those present and voting, waive any limitations imposed by this section, in order to consider a particular item of business.

**ARTICLE II. College of Visual Arts and Design Committees**

The effective operation of the College and Departments is dependent upon the active participation of all faculty members in the various committees and groups that represent the college in academic, administrative, and personnel matters. All members of the faculty should share in non-instructional activities carried out by the committees and groups of the college in congruence with their individual faculty workload.

All full-time faculty members with voting privileges who have at least a 50% appointment in the College of Visual Arts and Design can be elected to serve on all college governance committees, standing committees, and ad hoc committees, except when prohibited by university regulations. Faculty with less than a 50% appointment in the College of Visual Arts and Design and part-time faculty may serve on Standing and Ad Hoc Committees when it is mutually agreeable.

1. CVAD Committee Groups and Subgroups
   1. Governance Committees
      1. College Review Committee;
      2. Departmental Unit Review Committees — these committees will be responsible for both Reappointment, Promotion, and Tenure (RPT), and Annual Merit Evaluation (PAC). (Due to the numbers of eligible faculty at rank, the departments of Art Education and Art History will caucus together to form a single departmental unit review committee among their members);
      3. Full-Time Professional Faculty Unit Review Committee; and
      4. College Academic Committee.
   2. Standing Committees
      1. Research Infrastructure Committee;
      2. Faculty Advisory Committee;
      3. Staff Advisory Committee; and
      4. Student Advisory Committee
   3. Ad Hoc Committees, which serve special functions not delegated by these bylaws or standing committees, and are appointed only as needed.
2. Election and/or Appointment to Committees
   1. Governance and Standing Committees

In all cases, the members will be chosen by a simple majority vote of all full-time faculty members who are eligible to vote.

All Unit Review Committees shall be selected by a vote of eligible department faculty by department. Professional Faculty Unit Review Committee membership will be selected by a vote of full-time non-tenure system faculty across the college.

This vote shall occur at the end of the Spring semester prior to the term of service on the committee. Appointments will be granted priority, as follows:

Departmental Unit Review Committees

Professional Faculty Unit Review Committee

College Review Committee

Academic Committee

Faculty Advisory Committee

Faculty are not eligible to serve two consecutive two-year terms on the Departmental RPT Committee or College RPT Committee, except in such cases where committee membership would otherwise be compromised. Faculty members are eligible to serve two consecutive two-year terms on the Academic and/or the Faculty Advisory Committees.

* 1. Ad Hoc Committees

Appointment to ad hoc committees is made by the Dean in consultation with Department Chairs and Directors.

1. Replacement of Members

If a committee member is not participating fully or is unable to participate fully in the duties of the committee, the appropriate committee chair will address any concerns with the committee member. If the needs of the committee cannot be met through the contributions of the member, the following process will be followed: the committee chair will inform the Dean and the appropriate Department Chair. The Department Chair will secure a replacement, who will be put forward to the Dean for approval.

Replacements to ad hoc committees are made by the Dean, in consultation with the appropriate unit administrator(s).

1. Composition and Actions of Governance Committees
   1. Academic Committee

The Academic Committee is chaired by the Associate Dean for Academic and Student Affairs, who is responsible for the agenda and only votes in the event of a tie. Additional committee members having voting rights include:

Department Chair of Art Education

Department Chair of Art History

Department Chair of Design

Department Chair of Studio Art

Director of CVAD Foundations

Three (3) full-time faculty members elected at-large from across the college.

There may be no more than two representatives at large from any single department at any time on this committee.

This committee is responsible for both graduate and undergraduate instructional programs. Specifically, the Academic Committee studies and makes recommendations concerning requests for the addition, deletion, or modification of graduate and undergraduate courses or programs. The committee will not vote on matters related to a particular program in the absence of a representative from that program. Department Chairs and the Associate Dean for Academic and Student Affairs are considered representatives of the programs under their purview. These recommendations are then brought forward to the Dean and subsequently to the appropriate university body, such as the Undergraduate University Curriculum Committee or Graduate Council, for consideration and action.

* 1. Departmental/Programmatic Unit Review Committees

The committee membership shall comprise the following:

Five (5) members from within the department at the rank of Professor or Associate Professor. Membership at the rank of Professor may be necessitated by scheduled RPT action. Should there be insufficient faculty at rank, substitutions may be necessary.

These committees will have a staggered membership to ensure continuity year-to-year. (In order to deal with matters of service equity across the college, it may be necessary for larger departments to provide faculty members to serve on smaller departmental unit review committees.)

* 1. Professional Faculty Unit Review Committee

The committee membership shall be comprised of the following:

Five (5) members from within the college from the professional faculty at the rank of Senior Lecturer/Principal Lecturer

Membership at the rank of Principal Lecturer may be necessitated by scheduled retention or promotion (RP) action. Should there be insufficient faculty at rank, substitutions may be necessary. Should there be no RP actions scheduled for a committee, the membership may be reduced to three (3).

This committee will have a staggered membership to ensure continuity year-to-year.

In the College of Visual Arts and Design, the members of the various departmental unit review committees and Professional Faculty Unit Review Committee share dual responsibilities. In the fall semester, these committees are responsible for matters of retention, promotion, and/or tenure. In the spring semester, these committees are responsible for annual merit review comments and may be responsible for progress toward tenure reviews for tenure candidates in their 1st, 2nd, 3rd and 5th years. The departmental Unit Review Committees, Professional Faculty Unit Review Committee, and the College Review Committee elect their own chairs and chairs-elect.

* + 1. In matters of annual peer evaluation for merit, the Departmental and Professional Faculty Unit Review Committees:

Follow the procedures for annual merit recommendation, as outlined in relevant university policy (see 06.007: Annual Review) and these bylaws, and conduct the process in cooperation with the appropriate unit administrator;

Follow the relevant departmental/programmatic evaluation criteria in teaching, research, and service relevant to each faculty member;

Provide a consultative document to the unit administrator in line with the Provost’s established calendar and the Administrators’ content and formatting requests; and

In the College of Visual Arts and Design, faculty members have the opportunity upon the receipt of the merit evaluation to meet with their unit administrator.

* + 1. In matters of retention, promotion, and tenure, the Departmental Unit Review Committees:

Follow the procedures for reappointment, promotion, and tenure recommendation, as outlined in relevant university policy (see 06.004: Faculty Reappointment, Tenure and Promotion, and Reduced Appointment) and these bylaws;

Follow the departmental/programmatic evaluation criteria relevant to each faculty member; and

Review the pertinent faculty members, in line with the calendar established and published for the college, which is created in coordination with the calendar provided by the Provost’s Office.

* + 1. In matters of retention and promotion, the Professional Faculty Unit Review Committee:

Follows the procedures for reappointment, promotion, and tenure recommendation, as outlined in relevant university policy (see 06.005: Professional Faculty Reappointment and Promotion) and these bylaws;

Follows the departmental/programmatic evaluation criteria relevant to each faculty member; and RPT/PAC guidelines for evaluating faculty in programs that exist outside of a specific department; and

Reviews the pertinent faculty members, in line with the calendar established and published for the college, which is created in coordination with the calendar provided by the Provost’s Office.

CVAD Interdisciplinary Art and Design Studies, and Foundations Tenure/Tenure-Track Faculty Unit Review Committees

An IADS and Foundations unit review committee will be constituted by five members selected from the three departmental unit review committees. Membership will be resolved between the Department Chairs, Director of Foundations, and the Associate Dean for Academic and Student Affairs; however, there must be at least one representative from each of the three-unit review committees. This committee will evaluate IADS and Foundations tenure-track and/or tenured members using the programmatic criteria. The committee will make its recommendations to the faculty member’s unit administrator.

CVAD Interdisciplinary Art and Design Studies, and Foundations Professional Faculty Unit Review Committees

Full-time Professional Faculty members in IADS and Foundations will be reviewed by the Professional Faculty Unit Review committee. The committee will evaluate the IADS and Foundations non-tenure system faculty member using their programmatic criteria. The committee will make its recommendations to the faculty member’s unit administrator.

* 1. College Review Committee

There is one College Review Committee in the College of Visual Arts and Design. This committee is composed of five tenured faculty members elected at large. The faculty representatives are elected to a two-year term. All members of the committee must be at rank, in keeping with the faculty members to be reviewed. The College Review Committee:

Follows the procedures for reappointment, promotion, and tenure recommendation as outlined in relevant university policy (see 06.004: Faculty Reappointment, Tenure and Promotion and Reduced Appointments, and 06.005: Non-Tenure Track Faculty Reappointment and Promotion) and these bylaws;

Follows the departmental/programmatic evaluation criteria relevant to each faculty member;

Reviews the pertinent faculty members, in line with the calendar established and published for the college, which is created in coordination with the calendar provided by the Provost’s Office.

1. Composition and Actions of Standing Committees
   1. Research Infrastructure Committee

The Research Infrastructure Committee evaluates applications for the following opportunities: Faculty Development Leave, CVAD Cornerstone and Flagship Faculty/Staff Grants, and the CVAD Student Project Awards. In CVAD, in addition to traditional definitions and practices, “research” always includes creative activity, practice and community-engaged work. The committee membership shall be comprised of the following:

Associate Dean for Academic and Student Affairs

One (1) Full Professor —nominations, at large

One (1) Associate Professor or Assistant Professor—nominations, at large

One (1) Full-Time, Non-Tenure System Faculty—nominations, at large

Two (2) At-Large— nominations, at large

There may be no more than two representatives from any single department at any time on this committee.

The Research Infrastructure Committee will:

Evaluate and recommend awards for Cornerstone and Flagship Grant applications;

Evaluate and recommend awards for CVAD Student Projects Award applications; and

Review Faculty Development Leave review applications and make recommendations to the Dean.

The chair of the committee will be the Associate Dean for Academic and Student Affairs.

Members of the Research Infrastructure Committee are elected by the faculty, and membership will consist of one (1) full-professor, one (1) associate or assistant professor, one (1) professional faculty, and two (2) additional members, elected at-large. All members are nominated and elected from across the College.

* 1. Faculty Advisory Committee

The Faculty Advisory Committee primarily serves as a communication conduit between the faculty and the Dean. It may make recommendations to the Dean concerning planning, college structure and governance, faculty affairs, and other matters pertinent to the mission of the College of Visual Arts and Design.

Members of the Faculty Advisory Committee are elected by the faculty, and the representation consists of three (3) persons from the tenured/tenure track faculty, one (1) member of the professional faculty, and one (1) at-large member. There may be no more than two representatives from any single department at any time on this committee.

* 1. Staff Advisory Committee

The Staff Advisory Committee primarily serves as a communication conduit between the staff and the Dean. It may make recommendations to the Dean concerning staff issues pertinent to the general operational issues of the College of Visual Arts and Design. The workload of staff elected to serve in this capacity should reflect this position and its activities.

Members of the Staff Advisor Committee are elected by the full-time staff, and the membership consists of five (5) persons from staff across the College.

* 1. Student Advisory Committee

The Student Advisory Committee primarily serves as a communication conduit between the students and the Dean. It may make recommendations to the Dean concerning student issues pertinent to the mission of the College of Visual Arts and Design.

Members of the Student Advisor Committee will be chosen to represent the various departments and programs in the College of Visual Arts and Design. Student representatives will be selected by the departmental/program unit administrator in consultation with departmental/program faculty. There may be up to two (2) members from each department/program.

1. Composition and Actions of Ad Hoc Committees

Ad Hoc Committees serve special functions not delegated by the bylaws or standing committees. Ad Hoc Committees are appointed only as needed. While the grievance committee structure and process described below is one specific instance of an ad hoc committee, there are others. Even while the college’s grievance policy is delineated below, it should be noted that the Office of Equal Opportunity (OEO) is the primary office at the University of North Texas responsible for enforcing the university's equal opportunity policies and for investigating complaints of discrimination, harassment, and retaliation.

**ARTICLE II. College of Visual Arts and Grievance Committees**

It is the philosophy of these bylaws that all grievances be resolved between the two parties and their immediate supervisors. Grievances related to discrimination, harassment, or retaliation are not subject to this requirement. If all attempts fail to reach accord, it is then appropriate to lodge a formal grievance following the procedure outlined below.

1. CVAD Grievance Processes and Procedures – Unit Level

Should any member of the faculty within a particular unit wish to register a grievance, the exact nature of the grievance must be presented in writing to the unit administrator.

Within ten (10) business days of presentation of the written statement of the nature of the grievance, the unit administrator convenes a formal meeting between the aggrieved parties. At this time, the unit administrator presents the grievance. Completion of this act constitutes formal initiation of the case, and the unit administrator opens the meeting for discussion.

Should a resolution not be reached at this meeting, an Ad Hoc Unit Grievance Committee is appointed to handle the resolution. This committee is composed of:

One (1) individual selected by the complainant

One (1) individual selected by the party against whom the claim is directed

One (1) individual selected by the unit administrator who will serve as chair of the committee. (The unit administrator is not eligible to serve on this committee.)

If the party against whom the claim is directed fails to appoint their own representative within five (5) business days of the failure of resolution, the case at the unit level is forfeited. If the complainant fails to appoint their own representative within five (5) business days, the case at the unit level is dismissed. Notice of such forfeiture or dismissal becomes a part of the record of the case.

Once all representatives have been designated by the concerned parties, the unit administrator shall charge the Ad Hoc Unit Grievance Committee. This meeting will constitute the beginning of the ten (10) business-day period the committee has to make its report to the unit administrator.

The Ad Hoc Unit Grievance Committee and the complainant have access to all documents relevant to the investigation. The Ad Hoc Unit Grievance Committee refers its evaluation of the case to the unit administrator. Within ten (10) business days, the unit administrator must report to all parties what actions will be undertaken based on the ad hoc committee’s evaluations.

In all cases, the chair of the Ad Hoc Unit Grievance Committee is responsible for the conveyance of records, one (1) copy of which is placed in the permanent personnel file of the party against whom the claim is directed, and another given to the complainant. If the situation remains unresolved to the satisfaction of the complainant, they may appeal to the Dean of the college for redress in accordance with university policy.

1. CVAD Grievance Processes and Procedures — College Level

Should any member of the faculty or administrator wish to register a grievance before the College of Visual Arts and Design, the exact nature of the grievance must be presented in writing to the Dean.

Within ten (10) working days of presentation of the written statement of the nature of the grievance, the Dean convenes a formal meeting between the aggrieved parties. At this time, the Dean presents the grievance. Completion of this act constitutes formal initiation of the case, and the Dean opens the meeting for discussion.

Should a resolution not be reached at this meeting, this failure of resolution is reported to the Dean through confidential inter-office memo by the next working day. An Ad Hoc CVAD Grievance Committee is appointed to handle the resolution. This committee is composed of:

One (1) individual selected by the complainant

One (1) individual selected by the party against whom the claim is directed

One (1) individual selected by the Dean, who will serve as chair of the committee. (The Dean is not eligible to serve on this committee.)

If the party against whom the claim is directed fails to appoint their representative within five (5) business days of the failure of resolution, the case at the unit level is forfeited. If the complainant fails to appoint their representative within five (5) business days, the case at the unit level is dismissed. Notice of such forfeiture or dismissal becomes a part of the record of the case.

Once all representatives have been designated by the concerned parties, the Dean shall charge the Ad Hoc CVAD Grievance Committee. This meeting will constitute the beginning of the ten (10) business-day period the committee has to make its report to the Dean. The Ad Hoc College Grievance Committee and the Complainant have access to all documents relevant to the investigation. The Ad Hoc College Grievance Committee refers its evaluation of the case to the Dean of the College. Within ten (10) business days, the Dean must report to all parties what actions will be undertaken based on the ad hoc committee’s evaluations.

1. Grievance Processes and Procedures — University Level

If the situation remains unresolved to the satisfaction of the complainant, they may choose to appeal per University Faculty Grievance Policy 06.051.

**ARTICLE III. FACULTY WORKLOAD**

*As delineated in UNT Policies 06.027: Academic Workload and 06.035: Academic Freedom and Academic Responsibility*:

“Faculty members at the University of North Texas have a variety of duties and responsibilities associated with the mission of the institution, including the essential functions of teaching, research/scholarship/creative activities, and professional service/leadership. Work in these areas constitutes the faculty member’s professional obligation to the University and must reflect a 100%-time effort.” (UNT Policy 06.027)

“Faculty members are expected to maintain professional competence in their field of specialization, congruent with the teaching, service, and scholarly expectations of their UNT assignments. They are expected to exercise such competence in their teaching, public lectures, discussions, publications, performances, exhibitions, or other activities whereby scholarly and professional stature are demonstrated and may be appraised.” (UNT Policy 06.035)

“Specific faculty members’ responsibilities include, but are not limited to, preparing for and meeting their assignments (including scheduled classes); conferring with, mentoring, and advising students; evaluating fairly and promptly reporting student achievements; assessing learning goals and outcomes; participating in those group deliberations which relate to the development of instructional programs; and working collaboratively with their colleagues in their respective units and with administrators to facilitate student learning and educational experiences.” (UNT Policy 06.035)

“Appropriate stewardship of resources, participation in governance, cooperation and collaboration toward department, college, and university goals, and the ability to compromise and work to benefit these units and their constituents are expected of faculty members, as are respect for diverse personalities, perspectives, styles and demographic characteristics, and maintenance of an atmosphere of civility.” (UNT Policy 06.035)

While not all members of faculty will have a workload percentage assigned in each of the below categories, the cited workload policy and the below definitions and practices apply equally to tenure-system faculty, non-tenure system faculty, and faculty who hold administrative appointments.

1. Standard Workload Assignments

While workloads are by their nature variable depending upon faculty performance and other responsibilities, in the College of Visual Arts and Design, standard workloads are as follows:

Professional faculty

Teaching: 80%

Service: 20%

Tenure-system faculty\*

Teaching: 40-60%

Research|Creative Activity: 20-60%

Service: 0-20%

Tenure-system faculty administrators

Administration: 60-95%

Teaching: 0-20%

Research|Creative Activity: 0-20%

Service: 0-20%

\*It is anticipated that most tenure-system faculty will be research active and fall into the following workload schema:

Teaching: 40%

Research|Creative Activity: 40%

Service: 20%

1. Definitions
   1. ***Teaching*** includes that taking place during organized classes. A single class in an academic year will normally represent 10% of a faculty workload, but this percentage may be more or less than 10% depending upon the local context. Teaching also includes supervising special problems, internships, research projects, projects in lieu of thesis, theses, and dissertations, as well as serving on related committees. Supervision of undergraduate or graduate research will not typically warrant adjustments to a faculty member’s standard teaching load, but workload adjustments may be appropriate in exceptional circumstances.
   2. ***Research|Creative Activity*** includes original research, scholarship, creative activity, and design work, as delineated in departmental and/or program evaluation criteria.
   3. ***Service*** includes faculty citizenship activities that contribute to the functioning and shared governance of the program, department, college, and university, as well as to the discipline of the individual faculty that is regional, national, or international in scope. A 20% service load should be understood as the equivalent of one day per week over nine months on service-related activity.
   4. ***Administration*** roles here refer to those assigned to unit administration, such as Director of CVAD Foundations, Department Chair, and Associate Dean. Responsibilities include those related to the operation of the college or its programs. Administrative responsibilities may be related to educational, budgetary, and/or scholarly operations of the college, as well as to personnel management and student affairs.

Per policy, “[t]he responsibility for assigning faculty workloads rests with the unit administrator,” who is charged “to ensure that the unit meets instructional responsibility while respecting the faculty member’s academic goals.” To that end, in the College of Visual Arts and Design, as part of each faculty member’s annual meeting with their unit administrator at the completion of the merit review process, workload for the following academic year will be established using the form in the appendices. Both the merit review and the draft workload document should be distributed to the faculty member by the unit administrator in preparation for the meeting in which variations or adjustments to workload are addressed and documented. Faculty seeking an adjustment to their workload should discuss this with their unit administrator. Should an agreement not be reached, faculty may choose to engage in the described grievance process.

**ARTICLE IV. ADMINISTRATIVE ORGANIZATION OF THE COLLEGE**

1. Agents of the College

In keeping with the university and college’s policy and principle of shared governance, college affairs are conducted by the agents of the college:

Dean

Sr. Associate Dean for Administrative Affairs

Associate Dean for Academic and Student Affairs

Director of CVAD Foundations

Chair of the Department of Art Education

Chair of the Department of Art History

Chair of the Department of Design

Chair of the Department of Studio Art

1. Academic Departments, Programs, and Concentrations

For the purposes of administration, representation, and evaluation, full-time faculty members are housed either within a department or a program. The College of Visual Arts and Design is organized into four departments, the CVAD Foundations Program, and the Interdisciplinary Art and Design Studies Program.

CVAD Foundations

Interdisciplinary Art and Design Studies with concentrations in:

Open Track

Design Management

Arts Management

Department of Art Education, with programs in:

Art Museum Education

Art Education

Department of Art History, with programs in:

Art History

Department of Design, with programs and concentrations in:

Communication Design

Graphic Design

User Experience Design

Fashion Design

Interaction Design

Interior Design

Department of Studio Art with concentrations in:

Ceramics

Drawing and Painting

Metalsmithing and Jewelry

New Media Art

Photography

Printmaking

Sculpture

Definitions:

**Programs:** According to the university, *programs* are directly related to degree titles or certificates, i.e: BFA in Interior Design, MA in Art History, BA In Interdisciplinary Art and Design Studies. Further, according to the Provost’s office, it is also a term that can appropriately be applied to a non-degree granting program, as in our CVAD Foundations program.

**Concentrations:** *Concentrations* are generally discipline specific subdivisions within a program, 1.3: BFA in Communication Design with concentrations ingraphic deisgn and user-experience design, BFA in Studio Art with concentrations in ceramics, drawing and painting, metalsmithing and jewelry, new media art, photography, printmaking, and sculpture. This term is used to reference our concentrations in the UNT Catalog.

**Track:** *Tracks* is a term that is frequently used but has no official definition. The term correlates directly to “concentrations.”

1. CVAD Initiatives, Centers, and Institutes

Administrative responsibilities for and oversight of CVAD initiatives, centers, and institutes are assigned by the Dean. Administrators report directly to the Dean or the Dean’s designee.

**ARTICLE V. BYLAW IMPLEMENTATION AND AMENDMENTS**

These bylaws are a living document and are automatically reviewed every three years (next review required in Academic Year 2025/2026) by an ad hoc committee appointed by the Dean, but may be reviewed at any earlier time by a majority vote of the voting faculty or at the request of the Faculty Advisory Committee.

University policy supersedes the bylaws of an individual college. Should relevant university policy change, this will require an automatic review of this document.

Amendments to this document are ratified by a majority vote consisting of at least two-thirds of the voting faculty of the college at a meeting of the full college faculty or, (as necessary) via an appropriate electronic method. Any voting outcome will constitute a formal recommendation by the faculty of the college to the Dean of the college, in accordance with both CVAD and university policies on shared governance.